

POST ON BULLETIN BOARD  
**TRADITIONAL GUARD POSITION VACANCY ANNOUNCEMENT**  
**194<sup>th</sup> Medical Group**  
**TG ANNOUNCEMENT #10-005**

<b>WASHINGTON AIR NATIONAL GUARD</b>	<b>OPENING DATE:</b>	<b>CLOSING DATE:</b>	<b>POSITION NUMBER:</b>
109 Engineer Drive Camp Murray, WA 98430-5009	22 Jan 2010	19 Feb 2010	009920881C
<b>POSITION TITLE, GRADE, AFSC, FACILITY:</b>			
Health Services Management Manager, CMSgt (or promotable SMSgt), 4N091			
<b>MINIMUM REQUIREMENTS FOR CONSIDERATION:</b>			
This is NOT an entry level position; Must possess a 4N071 or 4N091 AFSC; Strong oral and written communication skills essential; Must be willing to fulfill/support taskings for AEFs.			
<b>SPECIALIZED EXPERIENCE:</b>			
Plans, provides, and evaluates routine patient care and treatment of beneficiaries to include flying and special operational duty personnel. Organizes the medical environment, performs and directs support activities for patient care situations, including contingency operations and disasters. Provides, supervises and manages patient care of beneficiaries to include flying and special operational duty personnel. Performs nursing tasks. Acts as Primary Care Element (PCE) member and/or team leader. Front-line preventionist who identifies potential health risks and provides preventative counseling. Performs paraprofessional portions of preventative health assessments and physical examinations. Monitors and records physiological measurements. Orients patients to the hospital environment. Operates emergency medical and other vehicles. Loads and unloads litter patients. Participates in contingency or disaster field training, exercises, and deployments. Assists flight surgeon with aircraft mishap and physiological incident response, investigation, and reporting. Supports flight surgeon to develop flying safety and deployment briefings. Identifies medical conditions that may disqualify a member for worldwide duty and assists providers with initiation of physical profiles. Assists with oversight of grounding and waiver management follow-up systems. Maintains patient medical records. Screens medical records for deployability and other medical administrative requirements. Prepares and submits administrative reports. Manages supplies and equipment, submits and executes budgets. Coordinates medical service activities with execution and clinical management teams. Supervises personnel, conducts training, and schedules for duty. Schedules and/or conducts in-service training on procedures, techniques, and equipment. Provides required basic life support training. Schedules and/or conducts periodic disaster training, fire drills, and evacuation procedures. Provides training to medical and non-medical personnel. Training may include areas such as emergency medical technician and self-aid and buddy care. Performs and manages unit-level medical readiness functions. Ensures understanding of DoD organizational structure and command relationships. Performs duties as the unit deployment manager, managing UTCs and ensuring assigned personnel are appropriately trained and equipped. Assesses the medical unit's capabilities to support wartime, humanitarian assistance and installation response requirements. Ensures publication and currency of unit plans and provides input to wing plans (Medical Contingency Readiness Plan, Comprehensive Emergency Management Plan, Disease Containment Plan, Installation Deployment Plan, etc.). Establishes/maintains memorandums of agreement and understanding. Coordinates and manages medical deployment activities. Serves as the Medical Readiness Decision Support System Unit Level Tracking and Reporting Application unit system administrator and monitors unit reports. Coordinates, schedules, tracks, and documents medical readiness training.			
<b>OTHER REQUIREMENTS:</b>			
Security Clearance: must possess or be eligible for a Secret SCI security clearance. Must have a fitness score of 75 or higher.			
<b>AREA OF CONSIDERATION:</b>			
All members of the 194 <sup>th</sup> Medical Group fully qualified in the 4N071/ 4N091 AFSC			
<b>WORKING CONDITIONS:</b>			
Working conditions include but not limited to: working in a medical clinic and occasional field conditions.			
<b>SUMMARY OF DUTIES:</b>			
Chief Master Sergeant of the 194 <sup>th</sup> Medical Group, representing enlisted force to the Commander and will work with the Commander in managing the unit. Will mentor Senior NCOs in their careers and responsibilities.			
<b>INSTRUCTIONS TO APPLICANTS</b>			
<b>APPLICATION REQUIREMENTS:</b>			
Submit the following: resume; letter of interest; record review RIP; fitness scores			
<b>EMAIL RESUME TO:</b>		<b>OR SEND TO:</b>	
kevin.windsor@.ang.af.mil		194 <sup>th</sup> Medical Group 109 Engineer Drive Camp Murray, WA 98430-5009 Attn: Lt Col Kevin R. Windsor	

EQUAL OPPORTUNITY: This position will be filled without regard to race, color, religion, age, gender, factor consideration, selection, and placement of applications.